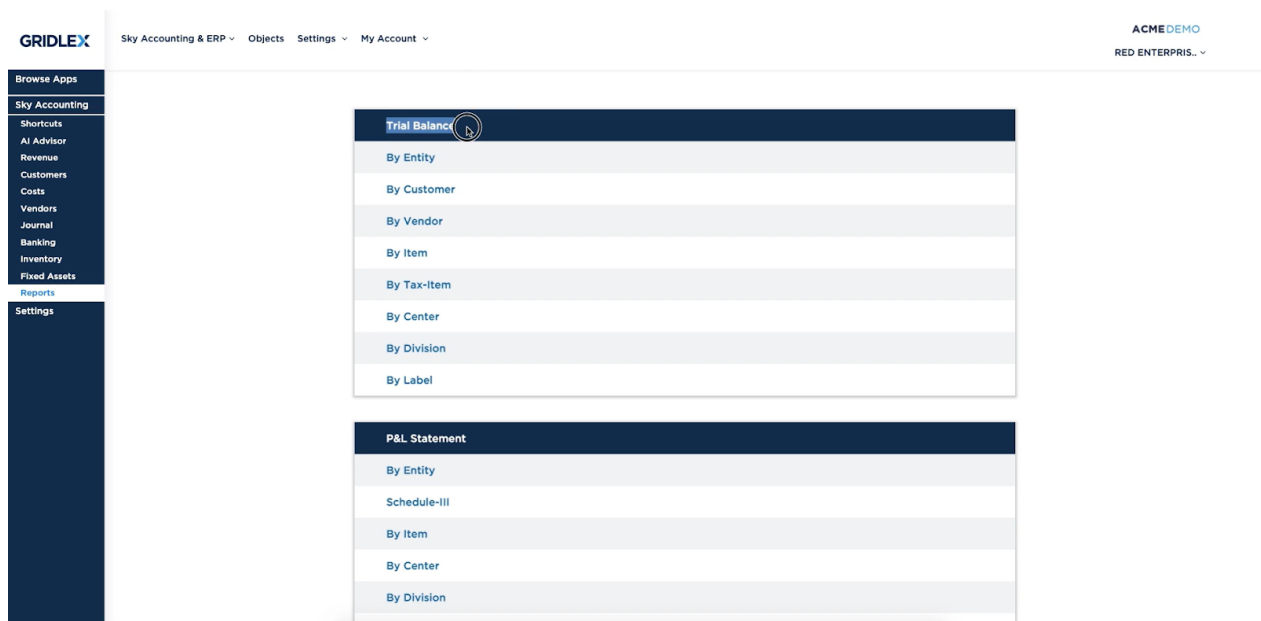


A trial balance is a statement that lists the ending balances in all the ledger accounts of a business as of a specific date and time. The purpose of a trial balance is to verify the equality of the debit and credit for the ledger accounts. With the help of Gridlex Sky, users can ensure that all entries made into an organization's general ledger are properly balanced. With Gridlex Sky, users can be ascertained that there is no room for arithmetical errors as the software will help to locate errors (calculation errors, error in totalling trial balance, etc).

If you need any help with any feature, data migration of your old accounting data, questions on Chart of Accounts (COA) or anything at all, just email aps@gridlex.com, and our team of expert accountants will be here to help you. Remember, that one of Gridlex's core values is Customer Success. We want you to be successful.

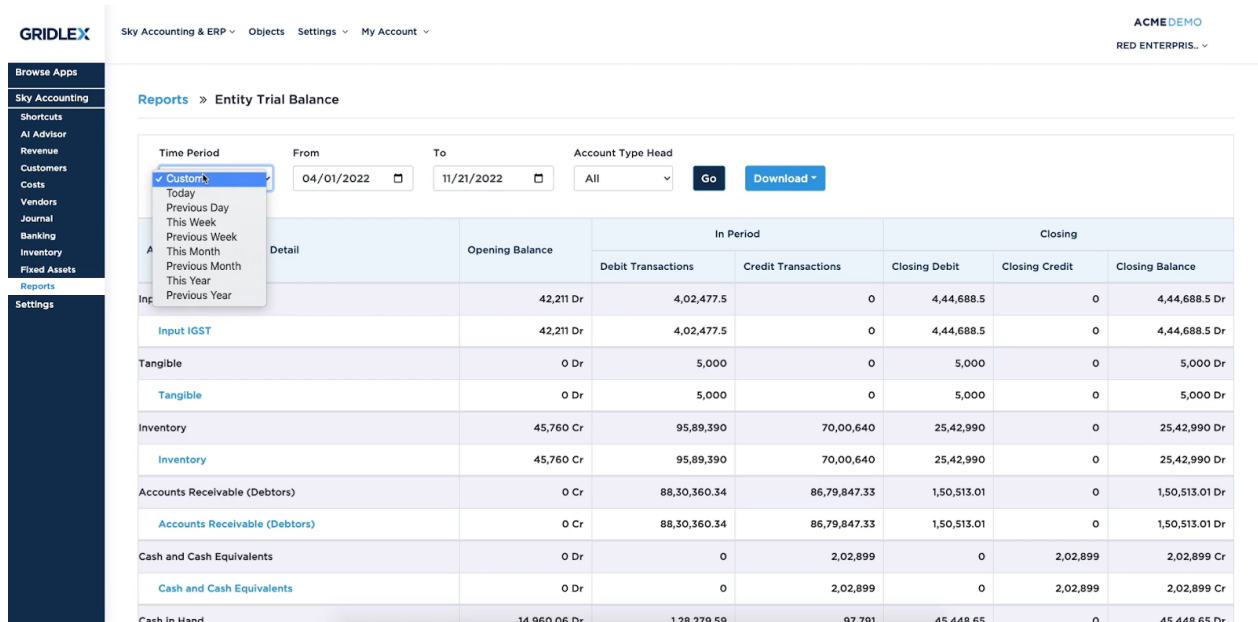
Generate a Trial Balance Report in Gridlex Sky

Step 1: Login into your Gridlex App Suite Account and choose the entity of your choice. Go to the "Reports" tab and select the "By Entity" tab in the Trial Balance module.



The screenshot displays the Gridlex Sky Accounting & ERP user interface. The top navigation bar includes the Gridlex logo, the text "Sky Accounting & ERP", and dropdown menus for "Objects", "Settings", and "My Account". On the right side, the user's account information "ACME DEMO RED ENTERPRISE" is visible. A left-hand sidebar contains a "Reports" section with a "Trial Balance" option highlighted. The main content area shows two report selection panels. The first panel, titled "Trial Balance", lists several options: "By Entity", "By Customer", "By Vendor", "By Item", "By Tax-Item", "By Center", "By Division", and "By Label". The second panel, titled "P&L Statement", lists options: "By Entity", "Schedule-III", "By Item", "By Center", and "By Division".

Step 2: Here, users can ensure that the debits and credits in their financial records are in balance or not. Select the date range for which you want to prepare the trial balance. For example, you can set the time period for the previous month, or previous year or customize your dates as per your business needs.



The screenshot shows the 'Entity Trial Balance' report in the GRIDLEX Sky Accounting & ERP system. The interface includes a navigation menu on the left and a top header with 'Sky Accounting & ERP', 'Objects', 'Settings', and 'My Account'. The report title is 'Reports > Entity Trial Balance'. The filter settings are: Time Period (Custom), From (04/01/2022), To (11/21/2022), and Account Type Head (All). A 'Go' button and a 'Download' button are visible. The report table has the following structure:

Account Type	Detail	Opening Balance	In Period		Closing		
			Debit Transactions	Credit Transactions	Closing Debit	Closing Credit	Closing Balance
Input IGST		42,211 Dr	4,02,477.5	0	4,44,688.5	0	4,44,688.5 Dr
Tangible		0 Dr	5,000	0	5,000	0	5,000 Dr
Inventory		45,760 Cr	95,89,390	70,00,640	25,42,990	0	25,42,990 Dr
Accounts Receivable (Debtors)		0 Cr	88,30,360.34	86,79,847.33	1,50,513.01	0	1,50,513.01 Dr
Cash and Cash Equivalents		0 Dr	0	2,02,899	0	2,02,899	2,02,899 Cr
Cash In Hand		14,960.06 Dr	1,28,279.59	97,791	45,448.65	0	45,448.65 Dr

Step 3: Select the Account Type head i.e., Asset, Expense, Revenue or Liability. Users can view all account types at once by selecting "All". Once done, click on "Go" to review the balances.

Note: Users can download the Trial Balance in Excel and PDF format by clicking on the "Download" button.

GRIDLEX Sky Accounting & ERP ▾ Objects Settings ▾ My Account ▾ ACMEDEMO RED ENTERPRIS... ▾

Browse Apps Sky Accounting Shortcuts AI Advisor Revenue Customers Costs Vendors Journal Banking Inventory Fixed Assets Reports Settings

Reports » Entity Trial Balance

Time Period From To Account Type Head
 Custom ▾ 04/01/2022 11/21/2022 ▾ All Asset Expense Revenue Liability Go Download ▾

Account/ Account Type Detail	Opening Balance	In Period		Closing		Closing Balance
		Debit Transactions	Credit Transactions	Closing Debit	Closing Credit	
Input IGST	42,211 Dr	4,02,477.5	0	4,44,688.5	0	4,44,688.5 Dr
Input IGST	42,211 Dr	4,02,477.5	0	4,44,688.5	0	4,44,688.5 Dr
Tangible	0 Dr	5,000	0	5,000	0	5,000 Dr
Tangible	0 Dr	5,000	0	5,000	0	5,000 Dr
Inventory	45,760 Cr	95,89,390	70,00,640	25,42,990	0	25,42,990 Dr
Inventory	45,760 Cr	95,89,390	70,00,640	25,42,990	0	25,42,990 Dr
Accounts Receivable (Debtors)	0 Cr	88,30,360.34	86,79,847.33	1,50,513.01	0	1,50,513.01 Dr
Accounts Receivable (Debtors)	0 Cr	88,30,360.34	86,79,847.33	1,50,513.01	0	1,50,513.01 Dr
Cash and Cash Equivalents	0 Dr	0	2,02,899	0	2,02,899	2,02,899 Cr
Cash and Cash Equivalents	0 Dr	0	2,02,899	0	2,02,899	2,02,899 Cr
Cash in Hand	14,950.06 Dr	1,28,239.99	97,791	45,448.65	0	45,448.65 Dr

Step 4: If you need to make any adjustments, you can do so by clicking on the relevant account and revising the required changes. Once you have verified that the balances are correct, you can save the data by clicking the "Save" button.

GRIDLEX ACMEDEMO RED ENTERPRIS... ▾

Browse Apps Sky Accounting Shortcuts AI Advisor Revenue Customers Costs Vendors Journal Banking Inventory Fixed Assets Reports Settings

Reports » Ledger By Account » Axis Bank

Time Period From To Search Download ▾
 Custom ▾ 04/01/2022 11/21/2022

Opening Balance: 5,00,000 Dr Closing Balance: 4,33,600 Dr

Date	Transaction Details	Transaction Type	Transaction	Reference	Debit	Credit	Amount
2022-11-18	Select Home Interior Designers Private Limited	Invoice Payment	Invoice Payment - 103879	9% CGST	1,800.00	0.00	1,800.00 Dr
2022-11-18	Select Home Interior Designers Private Limited	Invoice Payment	Invoice Payment - 103879	Mobiles	20,000.00	0.00	20,000.00 Dr
2022-11-18	Select Home Interior Designers Private Limited	Invoice Payment	Invoice Payment - 103879	9% SGST	1,800.00	0.00	1,800.00 Dr
2022-11-18	Balaji Communications	Bill Payment	Bill Payment - 100581	9% SGST	0.00	3,813.56	3,813.56 Cr
2022-11-18	Balaji Communications	Bill Payment	Bill Payment - 100581	Laptops	0.00	42,372.88	42,372.88 Cr
2022-11-18	Balaji Communications	Bill Payment	Bill Payment - 100581	9% CGST	0.00	3,813.56	3,813.56 Cr
2022-11-21		Journal	Transaction - 131518		0.00	40,000.00	40,000.00 Cr

Showing 1 to 7 of 7 entries

Previous 1 Next

Step 5: Here, you viewed Trial Balance Entity-wise. Gridlex Sky allows you to view Trial balance by customer, by vendor, by item, by tax-item, by center, by division and by label.

- Browse Apps
- Sky Accounting
- Shortcuts
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- Journal
- Banking
- Inventory
- Fixed Assets
- Reports
- Settings

Trial Balance

- By Entity
- By Customer
- By Vendor
- By Item
- By Tax-Item
- By Center
- By Division
- By Label

P&L Statement

- By Entity
- Schedule-III
- By Item
- By Center
- By Division
- By Label

Quick Tip

Gridlex Sky offers a list of shortcuts for common tasks. With the help of these quick shortcuts, users can easily navigate to the Trial Balance page without having to scroll through other sections. Click on “Review your **Trial Balance**” under the Reports section to view and generate your trial balance in one single click.

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Inbox ▾ Zip Helpdesk ▾ Zip CRM ▾ Sky Accounting & ERP ▾ Sky Expenses ▾ Ray HRMS ▾ Objects Settings ▾ My Account ▾

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Shortcuts

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Shortcuts for Common Tasks

<p>Revenue</p> <ul style="list-style-type: none"> Create an Invoice Record a Customer Receipt Post a Credit Note Post a Customer Advance Add a Customer 	<p>Costs</p> <ul style="list-style-type: none"> Create a Bill Record a Vendor Payment Post a Vendor Credit Post a Vendor Advance Add a Vendor 	<p>Other</p> <ul style="list-style-type: none"> Create a Manual Journal Entry / Transaction Upload, categorize and reconcile your Bank Transactions Create a New Item Manage Inventory Manage Fixed Assets
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Reports

- Review your [P&L, Balance Sheet](#) [Trial Balance](#)
- Review your [Accounts Receivables](#)
- Review your [Accounts Payables](#)
- Review your [GSTR-1, GSTR-3B](#)

Setup Configuration Tasks

- Update your Address, logo and signature for Invoice, Bills and Transactions ([Update](#))
- Update your reporting time period: Current is Jan 01 to Dec 31 ([Update](#))
- Connect your bank accounts: Not Yet Done ([Add Bank](#))
- Update your [Chart Of Accounts](#) to customize for your business
- Create [Centers, Divisions and Label](#) to better organize your business
- Create your [Revenue Templates](#), [Cost Templates](#) and [Transaction Templates](#) to customize for your business